



1. Visit MIAMIRealtors.com and login to your MIAMI Gateway



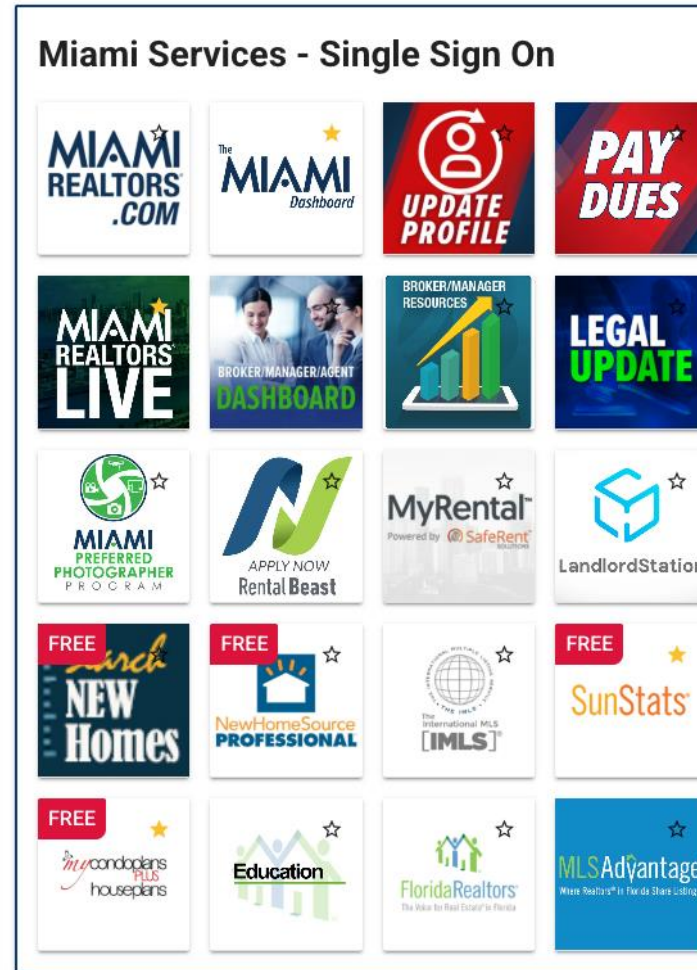
Search



MIAMI Gateway

Your MLS login and dashboard to all your MIAMI Products & Services....

2. Login to Matrix





3. Select Add/Edit, Agent ID and Edit – Not sure what agent id to use it could be your FL License Number or NRDS Number that may be found on your Dashboard by clicking on your name

ADD/EDIT | MARKET REPORTS

- Add/Edit
- Add/Edit Rental Beast
- Listing Transfer
- Agent Transfer
- Listing Manager

+ Input

Listings

Add new or Edit existing Listings

Quick Modify:

Select a Listing [dropdown] or type --MLS@#-- Edit

Roster

Add new or Edit existing Agent Roster

Quick Modify:

--Agent ID-- Edit

Active Profiles

Connie Nieto Active

MLS #: ComTrainer02
 MLS Username: ComTrainer02
 Email: connie@miamire.com
 License #: 27958848 ←
 NRDS #: 279588484

4. Add your Photo – be ready for agent search, your listing reflecting your image, and the Property Showcase Pages too.

Modify Agent

Agent ID: Connie
Office Name: MIAMI ASSOCIATION OF REALTORS® 27070562

Select Form

Other Options

[Manage Photos](#)
[Show Input Audit](#)

Add / Edit Agent Photo for MLS#Connie

To upload, click Browse. To upload **Multiple** photos at once, hold photos once uploaded, drag by the grey title bar. Click on any im

x 1696 pixels in size.

[Image icon] [Browse...]

Click **Browse** to select photo(s) to upload (199 max).

Check All

Primary slot

Connie Nieto - SVP & MIAMI + RWorld Trainer